

## **Employee Conflict of Interest Policy**

- Hetero is committed to preserve the interests of people under its employment and it expects them to act only towards its own fundamental interests.
- The relationship of Hetero with its employees is based on mutual trust
- Conflict of interest may occur whenever an employee's interest in a particular subject may lead them to actions, activities or relationships that undermine Hetero and may place it to disadvantage.
- The possibility that a conflict of interest may occur can be addressed and resolved before any actual damage is done. Therefore, when an employee understands or suspects that a conflict of interest exists, they should bring this matter to the attention of management so corrective actions may be taken. Supervisors must also keep an eye on potential conflict of interests of their subordinates.
- All conflicts of interest shall be resolved as fairly as possible without any discrimination.
- Awareness on conflict-of-Interest policy is promoted in all employees including contract employees during induction trainings and other forums
- Monitor and measure the process against the requirement and take actions to continually improve the system

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